



TRAINING OPPORTUNITY  
Detrick Center for Training and Education  
Excellence  
Fort Detrick, MD

Course Title: PLANNING FOR RETIREMENT for Civilian Federal Employee

Dates/Location/Hour: 11-13 January 05, Bldg. 1520 from 8:30 - 3:30 each day.

Registration Deadline: 30 December 04

Call the Course Manager if you have a nomination but have missed the suspense; there may still be spaces available.

Cost: \$333.00 per person (15 participants minimum)

Spouses are welcome at no extra charge. Please call DCTEE to have them add to the roster.

Vendor: Planning Inc., 5510 Cherokee Avenue, Suite 120, Alexandria, VA 22312-2320 703-256-4220.

Description: Among the many transitions we make in a lifetime, few are as important as the transition into some form of retirement. How successful that will be, often depends on how well we plan. These seminars focus on a number of critical issues including financial planning, legal and tax planning issues, federal retirement benefits and Social Security, and perspectives on how to improve lifestyle "for the rest of your life".

BENEFITS: After attending this class, the participants will have:

- A full understanding of the Federal benefits (CSRS, FERS and Social Security/Medicare).
- A thoughtful guide to Financial Planning, investing and the TSP.
- Insight into personal readiness for the retirement challenge Information on tax and estate planning, wills, trusts, powers of attorney, living wills, etc.
- Tips on improving their lifestyle through nutrition, exercise and stress reduction.

Who should attend: Civilian Federal employees Class is recommended for civilian federal employees considering retirement in 1-7 years.

Course Manager: Denise Maddox Tel. 301-619-7554, Fax 301-619-2884 E-Mail: [Denise.Maddox@amedd.army.mil](mailto:Denise.Maddox@amedd.army.mil)

How to Nominate and Apply: FAX DD Form 1556 to DCTEE (301-619-2884 or DSN 343-2884) or mail to bldg 1520 by the registration deadline. Make sure Blocks 17, 19, 23, 25, 32, 33, and 34 are properly completed. Include nominee's email address and Training Coordinator's phone number and email address in Block 18. Training coordinators must add billing information in blocks 27 and 37. Do not attend unless you have received confirmation from the course manager. Although we try to accommodate all training needs, faxing a nomination to us does not guarantee a space allocation. Check with your activity Training Coordinator if you have not received confirmation two-four weeks prior to the class starting date.

NOTES:

Individuals who require special services or accommodations due to a disability should advise this office immediately (wheelchair access, interpreter, etc).